



PCClient v4.X

User Manual

Version: 1.1.0

Issue Date: July 2010

Document Author(s): John Adcock

Contact: John Adcock

CONTENTS

1. Getting Started	3
1.1. Download the Subterranean PC Client	3
1.2. Installation Requirements.....	3
1.3. Supported Operating Systems.....	3
1.4. Installation	3
2. Wizards	4
2.1. Overview	4
2.2. Backup Online Wizard	4
2.3. Restore Online Wizard.....	6
2.4. Local Backup Wizard	7
2.4.1. Create a new Backup Set.....	7
2.4.2. Advanced Local Backup Options	9
Miscellaneous backup settings	9
Add/Modify File Exclusion Filters	9
2.5. Local Restore Wizard	10
3. CLASSIC VIEW and Advanced Options	11
3.1. Overview	11
3.2. Using the Classic View	11
3.2.1. Online Backup.....	11
Scheduling a Backup	11
3.2.2. Online Recovery	12
3.2.3. Deleting Data from the Server.....	12
3.2.4. Options	12
Default Recovery Path	12
Protected File Type Filters	12
Email Backup Reports.....	12
Caching Options	13
Network Settings	13
Change Password.....	13
3.3. LiveProtect	14
3.3.1. Enabling LiveProtect.....	14
3.3.2. Disabling LiveProtect.....	14

1. GETTING STARTED

1.1. Download the Subterranean PC Client

1. Open a web browser and go to <http://www.remote-online-backup.com/online-backup-service-computer-backup-support>

1.2. Installation Requirements

- At least 20 MB free space
- Windows user with Administrator privilege

1.3. Supported Operating Systems

- Windows XP 32/64 bit (all editions)
- Windows Vista 32/64 bit (all editions)
- Windows Server 32/64 bit Operating systems including Server 2000, Server 2003, Server 2008, Server 2010, and Small Business Servers.

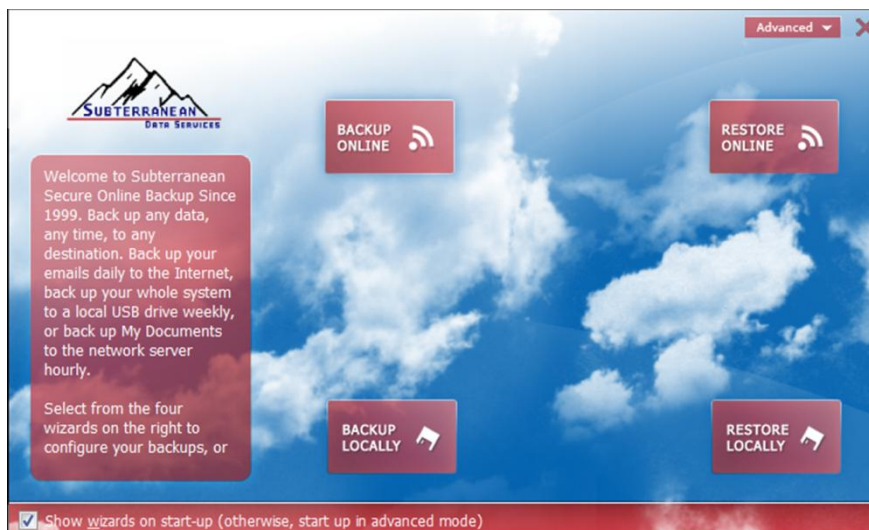
1.4. Installation

1. For Windows Vista and 7 users Right click on the installer and select 'Run as Administrator', for all other Operating Systems Double click the installer and the installation wizard will start.
2. Click the 'Next' button to continue with the installation.
3. Read the license agreement and accept the terms of the license agreement then click 'Next' to continue.
4. Fill in the customer information in the dialog window then click 'Next' to continue.
5. The wizard will display the 'Destination Folder' dialog, you can click next to accept the default installation location specified by the system OR click the 'Change' button to specify a location of your choice and then click 'Next' to continue.
6. Select required installation access level and then click the 'Next' button, the wizard will start the installation of the product.
7. Click 'Finish' on the last wizard screen.

2. WIZARDS

2.1. Overview

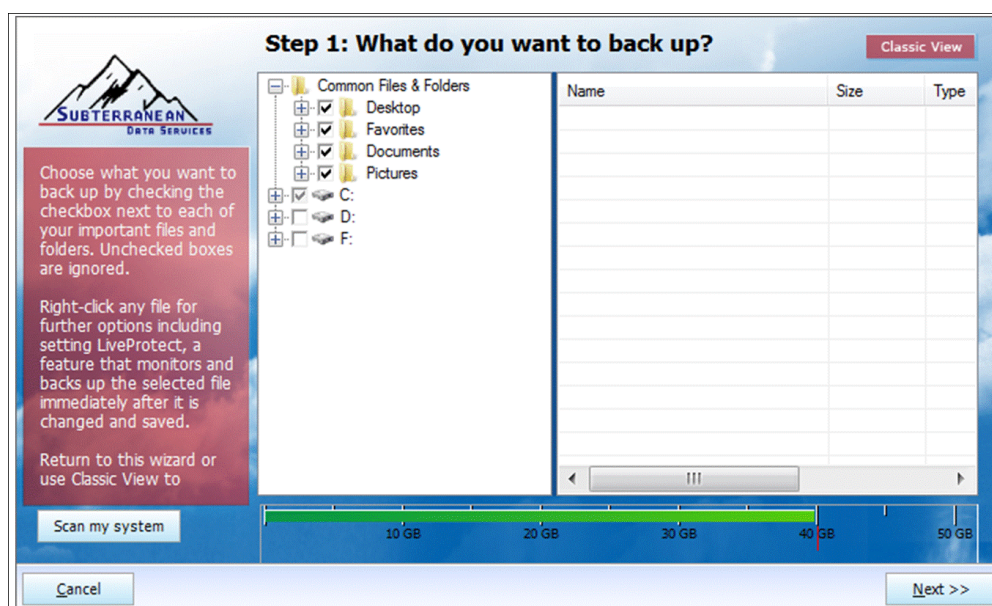
The Subterranean Online Backup PC Client can be used in two different views namely, the Wizard view and the Classic view. The Wizard view as implied by its name is wizard driven and is easy to use; the Classic view on the other hand is advanced and is intended for power users and is also useful for applying advanced settings. This section describes how to use the four Subterranean Online Backup and Recovery Wizards, namely, Backup Online Wizard, Restore Online Wizard, Local Backup Wizard and the Local Restore Wizard.



2.2. Backup Online Wizard

Online Backup wizard is made up of 4 steps namely, data selection, scheduled backup configuration, email reporting configuration and summary dialog.

1. Click the 'Backup Online' button on the wizard home dialog. Automatic selection wizard will appear. You can allow automatic file selection and/or manual file selection. Either way, you will end up with the following Pic.



2. On the Step 1 dialog box, use the windows directory tree to locate and select folders and files that you want to backup. As data selection occurs the usage meter will display the total amount of data selected. Please note that the PC client will not allow amount of data selected to exceed the user account size.
3. Click 'Next' to continue.
4. On Step 2 - the scheduled backup dialog - you can perform one of the following options:
 - a. Uncheck 'Run scheduled backups automatically without user intervention' if you do not want to schedule automatic backups.
 - b. Check 'Run scheduled backups automatically without user intervention' if you want to schedule automatic backup sessions. Select the required frequency and timing. Scheduled backups can run in two different modes, namely
 - i. When the windows user is logged on
 - ii. When the windows user is NOT logged on. This requires supplying the windows user credentials, if this option is selected the PC client will prompt for these credentials.

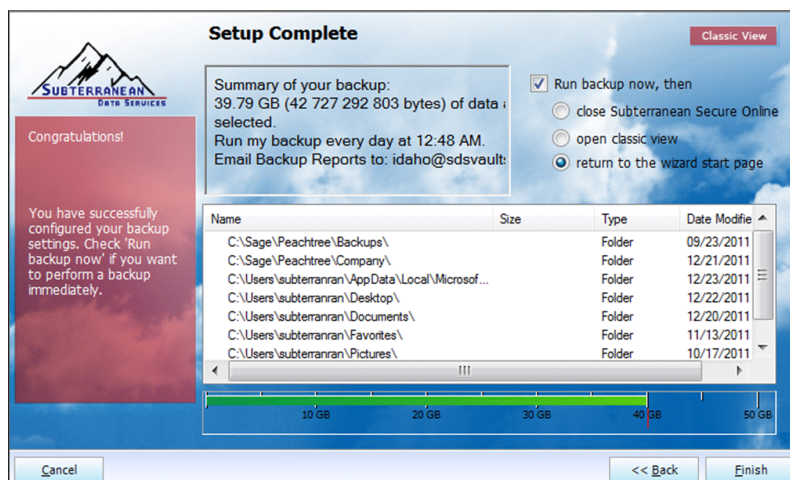
The screenshot shows the 'Step 2: When and how do you want to back up?' dialog box. It features a 'Classic View' button in the top right. On the left, there is a red sidebar with the Subterranean Data Services logo and a message: 'This view sets up your backup schedule. If you check 'Run backups even when Windows user is not logged on.', then backups will still run if you are not logged in, as long as your computer is powered on.' The main area has a checkbox 'Run scheduled backups automatically without user intervention.' which is checked. Below it, a text box displays 'Run my backup every day at 12:48 AM.' There is another checkbox 'Run backups even when Windows user is not logged on.' which is unchecked. To the right, there are two sections: 'Frequency' with radio buttons for 'Hourly', 'Daily' (selected), 'Weekly', and 'Monthly'; and 'Timing' with a label 'At:' and a time selection box showing '12:48:00 AM'. At the bottom, there are 'Cancel', '<< Back', and 'Next >>' buttons.

5. Click 'Next' to continue.
6. On Step 3 the 'Other Settings' dialog box, select 'Send email reports at the end of the scheduled backups' and type in your email address if you want backup reports to be sent to you after a backup has run.

The screenshot shows the 'Step 3: Other settings' dialog box. It features a 'Classic View' button in the top right. On the left, there is a red sidebar with the Subterranean Data Services logo and a message: 'Just a few more settings and we're done!'. The main area has a section titled 'Email Backup Reports' with a checkbox 'Send email reports at the end of scheduled backups' which is checked. Below this, a text box contains the email address 'idaho@sdsvaults.com'. At the bottom, there are 'Cancel', '<< Back', and 'Next >>' buttons.

7. Click 'Next' to continue.

- The PC client will display a summary of backup set, review this information and click 'Finish' to save settings. Note that if the Run backup now is selected, as soon as you click finish a backup session will start.

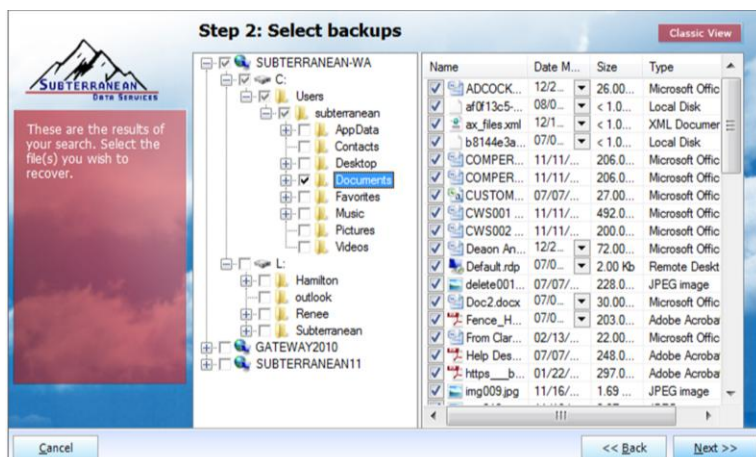


2.3. Restore Online Wizard

- Click the 'Restore Online' button from the wizard home screen. The following screen will appear. Wait for "Getting Recovery Data From The Server" to finish (below calendar). Assembling and uploading list of recovery data from server could require a few minutes. Once the assembly of your data list is complete, select a date you would like to restore from. As an option, you can select what file type, file size and/or file names you are needing to restore. That will narrow your restore selection list that appears on the next dialogue box. Click NEXT when you are ready.



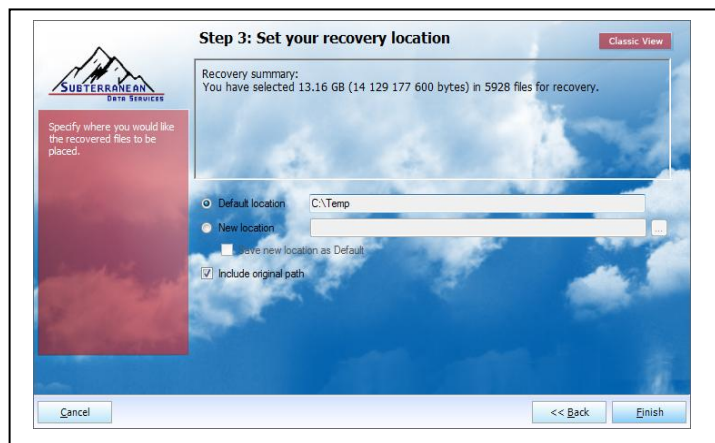
- Browse the directory tree and select the files that you want to recover, then click 'Next' to continue.



-

, on this screen you can either use

4. Select 'Include original path' if you would like to retain the original directory structure of your data.
5. Click 'Finish' and the PC client will recover the selected files to the set location.

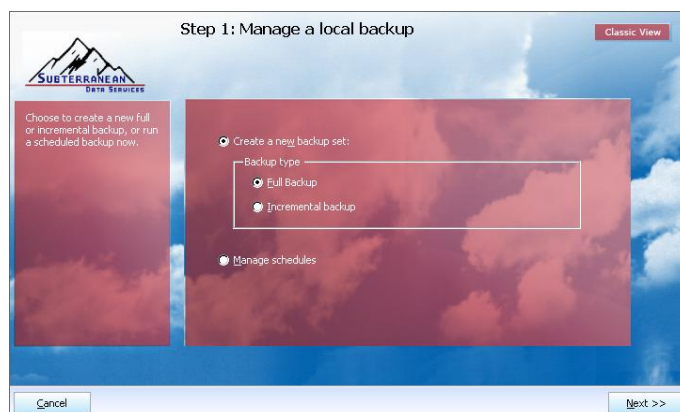


2.4. Local Backup Wizard

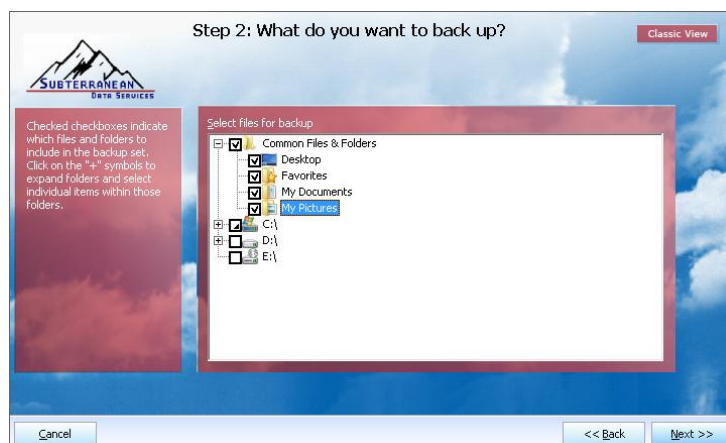
The local backup wizard is used to create, view or update backup sets. These are described in this section of the manual.

2.4.1. Create a new Backup Set

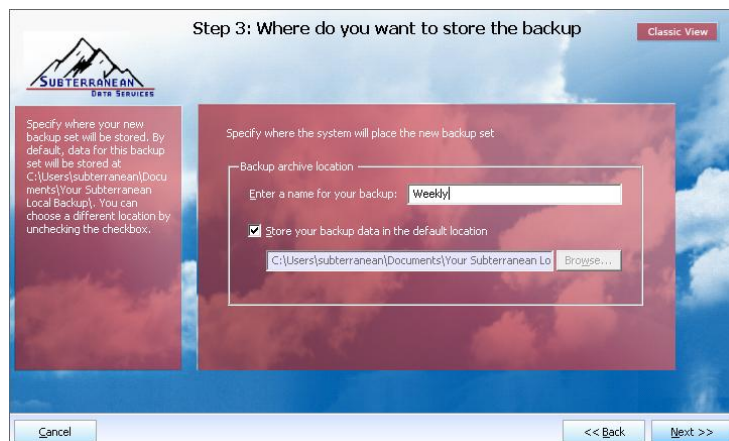
1. Click 'Backup Locally' button.
2. Select 'Create a new backup set', then select the type of backup you want to perform.
3. Click 'Next'.



4. Use the directory tree to browse and select the data you want to backup, then click 'Next'.



5. Then type in a name for your backup and then you have a choice of backing up to the default location specified on the dialog box or specifying a location of your choice.
6. Click 'Next'



Step 3: Where do you want to store the backup

Specify where your new backup set will be stored. By default, data for this backup set will be stored at C:\Users\subterranean\Documents\Your Subterranean Local Backup*. You can choose a different location by unchecking the checkbox.

Specify where the system will place the new backup set.

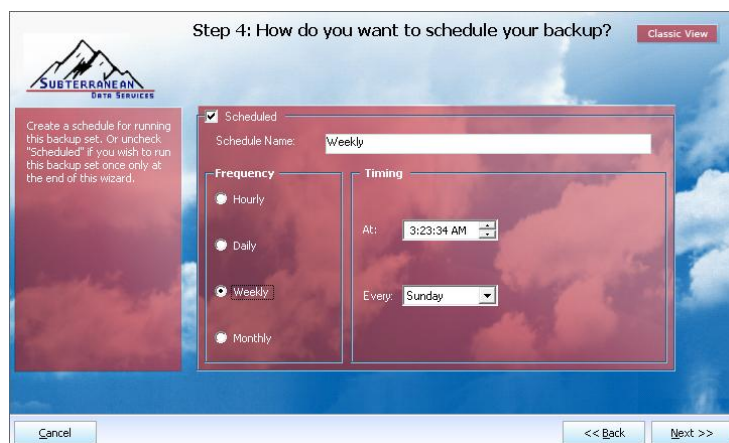
Backup archive location

Enter a name for your backup:

☒ Store your backup data in the default location

C:\Users\subterranean\Documents\Your Subterranean Lo

7. The PC client will then display schedule backup configuration, set the required frequency and time and click 'Next' to continue.



Step 4: How do you want to schedule your backup?

Create a schedule for running this backup set. Or uncheck "Scheduled" if you wish to run this backup set once only at the end of this wizard.

☒ Scheduled

Schedule Name:

Frequency

☐ Hourly

☐ Daily

☒ Weekly

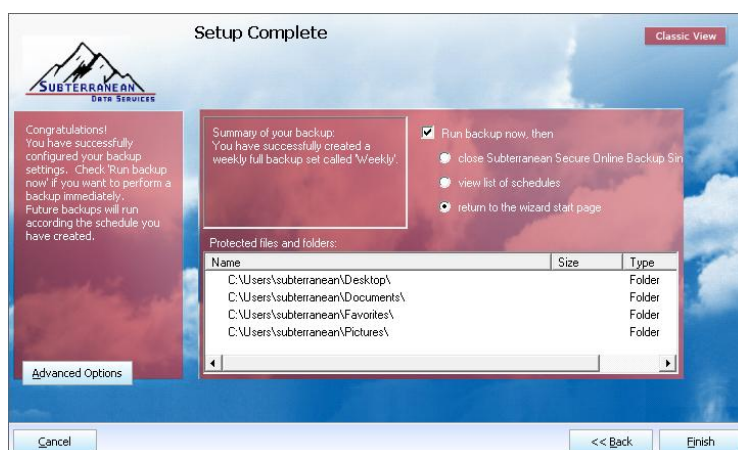
☐ Monthly

Timing

At:

Every:

8. Review the backup summary then click 'Finish' to save your setup. Note that if the 'Run backup now' option is selected a backup session will run after your settings are saved.



Setup Complete

Congratulations! You have successfully configured your backup settings. Check "Run backup now" if you want to perform a backup immediately. Future backups will run according to the schedule you have created.

Summary of your backup: You have successfully created a weekly full backup set called 'Weekly'.

☒ Run backup now, then

☐ close Subterranean Secure Online Backup Sin

☐ view list of schedules

☐ return to the wizard start page

Protected files and folders:

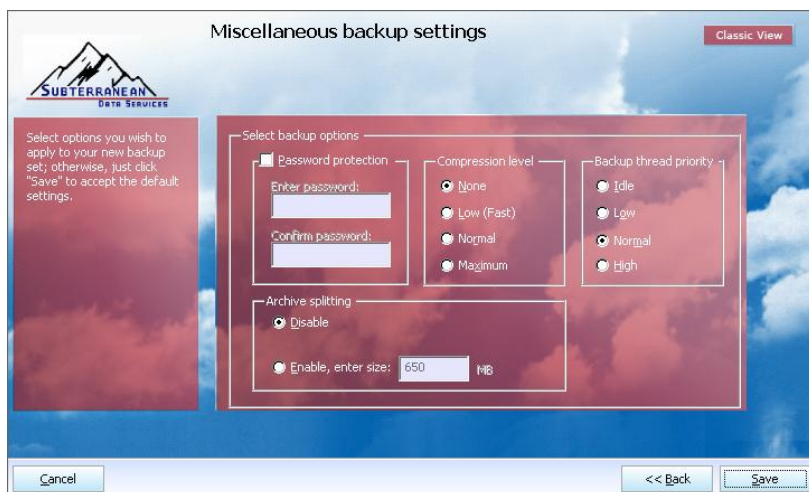
Name	Size	Type
C:\Users\subterranean\Desktop\		Folder
C:\Users\subterranean\Documents\		Folder
C:\Users\subterranean\Favorites\		Folder
C:\Users\subterranean\Pictures\		Folder

2.4.2. Advanced Local Backup Options

After configuring a local backup the Advanced Options button allows you to tweak your backup according to your preferences. These options are described in the following sections.

Miscellaneous backup settings

To apply advanced options to your backup set, click the advanced options button in the lower left corner and select 'Miscellaneous backup settings' from the menu and the dialog box below will be displayed. Each available option is described in Table 3.1 below.

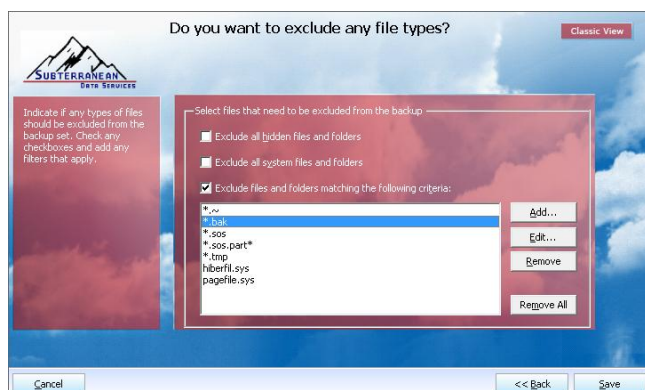


Option	Description
Password protection	This enables password protection for the backup archive.
Compression level	The local backup engine offers four levels of compression for the backup file. i. None: No compression, files in the backup archive are stored as raw data. ii. Low: Minimum compression, this takes the least amount of time to compress files. iii. Normal: This is the best balance between the time it takes to compress files in the archive and the compression ratio. iv. Maximum: This option achieves the best compression ratio that the SOS engine is capable of producing. It is recommended to select this option only when you really need to achieve the smallest possible backup archive and when the time it takes for the backup to complete is not important.
Backup thread priority	This option specifies the relative priority the SOS backup thread will be given when running concurrently with other processes on the PC.
Archive splitting	When enabled this option splits the backup archive into multiple parts.

Table 3.1 Miscellaneous backup settings

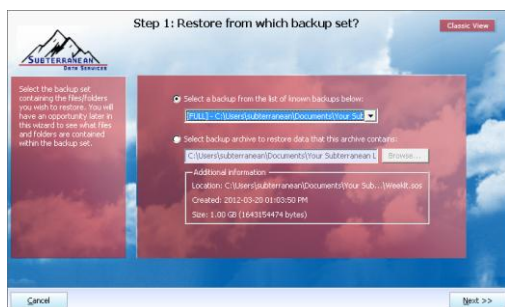
Add/Modify File Exclusion Filters

The exclusion filters provide you with the option of excluding different types of files from your backup set.

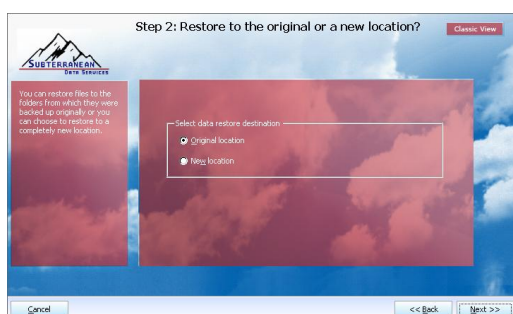


2.5. Local Restore Wizard

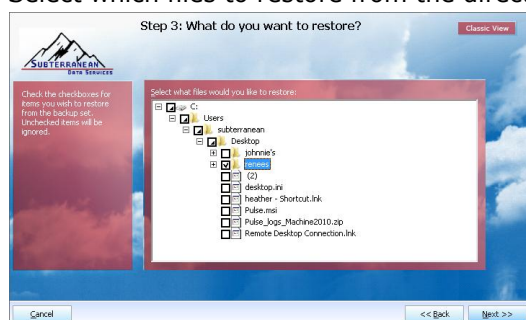
1. Click 'Restore Locally' button from the wizard home screen.
2. The PC client then displays a dialog with the following options:
 - a. 'Select a backup from the list of known backups below' which gives you a list of backups to restore.
 - b. 'Select backup archive to restore data that this archive contains' which gives you the option to browse and select a backup archive.
3. Click 'Next'.



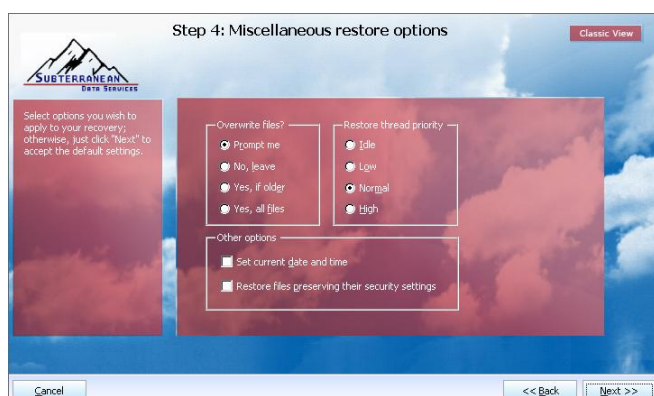
4. Specify where to restore the data to, options available are original location or new location.
5. Click 'Next'.



6. Select which files to restore from the directory tree, then click Next.



7. Select other restore options then click 'Next' to recover the selected data.



3. CLASSIC VIEW AND ADVANCED OPTIONS

3.1. Overview

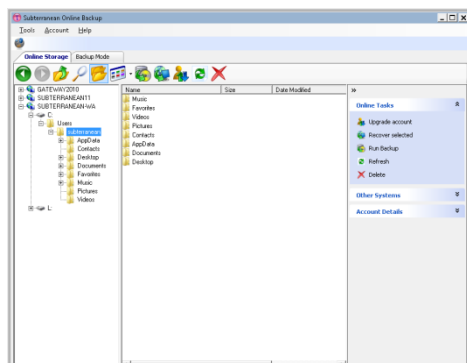
The Classic View is an advanced control user interface for advanced users it provides more flexibility and options for performing Online Backup and Recovery.

To switch to the classic view click the 'Advanced' button in the top right corner on the wizard home, then click 'Classic View'.

3.2. Using the Classic View

3.2.1. Online Backup

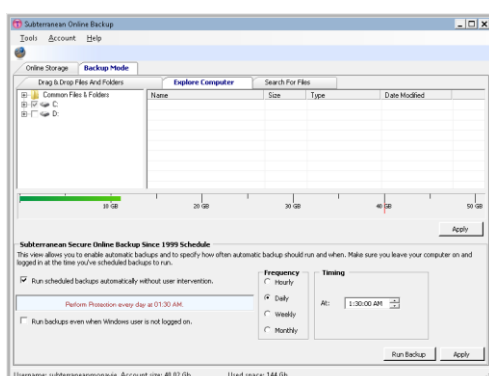
1. To perform an online backup in the classic mode, select the 'Backup Mode' tab
2. In the 'Backup Mode' tab there are three options available to you to create a backup set, they are 'Drag & Drop Files And Folders', 'Explore Computer' and 'Search for Files'.
 - a. Drag & Drop Files and Folders: This tab allows you to drag folders or files from windows explorer or your desktop and drop it into the Pc client for backup.
 - b. Explore Computer: This tab allows you browse through your system and select files or folders that need to be backed up.
 - c. Search for Files: This tab as its name implies allows you to search for files on your system and add them to a backup set.



Scheduling a Backup

On the scheduled backup pane you can perform one of the following options:

1. Uncheck 'Run scheduled backups automatically without user intervention' if you do not want to schedule automatic backups.
2. Check 'Run scheduled backups automatically without user intervention' if you want to schedule automatic backup sessions. Select the required frequency and timing. Scheduled backups can run in two different modes, namely
 - a. When the windows user is logged on
 - b. When the windows user is NOT logged on. This requires supplying the windows user credentials, if this option is selected the Subterranean PC client SW will prompt for these credentials.



3.2.2. Online Recovery Using Classic View

1. Click 'Refresh' on right hand side in Classic View, under Online Storage tab, then wait for the refresh to complete
2. On completion of the refresh, you will see all the computers that have been backed up to your account. Browse the directory tree and right click on a folder or file that you want to recover, selected version number of file (backup date) then select 'Recover selected' from the right hand menu.
3. The PC client will then prompt you to either restore the file to the default recovery location or select a new location.
4. Select 'Include original path' if you would like to retain the original directory structure of your data.
5. Click 'Ok' and the PC client will recover the selected files to the set location.

3.2.3. Deleting Data from the Server

1. Click 'Refresh Data from server' in the Classic View then wait for the refresh to complete
2. On completion of the refresh, you will see all the computers that have been backed up to your account. Browse the directory tree and right click on a folder or file that you want to recover then select 'Delete selected' from the menu.
3. Click Yes to confirm delete
4. The PC client will then delete the file off the server.

3.2.4. Options

Default Recovery Path

This option is used to configure the default location for Online Recovery folder. To use this feature follow these steps:

1. Select the options tab from the classic view, and then select 'Recovery Path'.
2. Click the browse button and select a new folder
3. Click Apply to save your changes.

Protected File Type Filters

When enabled the protect type file type filters gives you the flexibility to either exclude or include certain file types from your backup set. To use this feature follow these steps:

1. Select the options tab from the Wizard View, and then Advanced" tab in upper right corner, followed by Options in the drop down menu. Now select 'Protected File Type Filters'.
2. This will provide you with three options namely 'Don't Use Cloaking', 'Only backup files with the following extensions' and 'Don't backup files with the following extensions'. Each option is described in detail below:
 - a. Don't Use Cloaking: This is the default option. When you select this option no file filter is applied.
 - b. Only backup files with the following extensions: When you select this option, only files that match selected file types will be backed up.
 - c. Don't backup files with the following extensions: When you select this option, files that match the selected file types will not be included in the backup set.
3. When select a filter you can apply some predefined filter types and also manually key in custom file types to be excluded or included. When manually applying filters, apply a single dot `.` before and after each filter name. For example, .exe.msi.dll.hlp.ppt.
4. Click Apply to save your changes.

Email Backup Reports

1. Select the options tab from the Advanced / Options view, and then select 'Email Backup Reports'.
2. Type in your email address if you want backup reports to be sent to you after a backup has run. Seperate each email address by a semi-colon. Idaho@sdsvaults.com;washington@sdsvaults.com
3. Click Apply to save your changes.

Caching Options

Caching is used to perform delta backup of data which results in faster backup sessions. There are three cache modes and the differences between the three options are the amount of hard disk space used on your machine for cache and the speed of the backup session. With a cache, a backup session runs faster and uses hard disk space while, without one, the backup session runs longer and does not use any hard disk space on your machine. To configure the cache mode follow these steps:

1. Select the options tab from the classic view, and then select 'Caching Options'.
2. There are three caching modes namely, 'Retransfer Entire File', 'Use Binary Compression' and 'Use Subterranean Intellicache'. These options are described in more details below:
 - a. Retransfer Entire File: No cache is used (no local folder of encrypted copy of files, to be backed up).
 - b. Use Binary Compression: This option creates a cache for every single file in the backup set.
 - c. Use Subterranean Intellicache: This option creates a balance between no cache and caching all files in the backup set, that is, small files don't get cached and large files get cached.

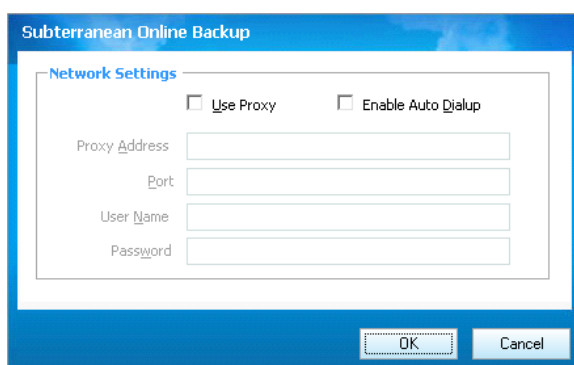
Network Settings

This option is used to configure network proxy settings.

1. Select the Advanced Tab, then LogOut option. This will return you to screen before wizard.



2. In lower left corner (before signing into your Subterranean account, click 'Network Settings'.
3. Select 'Enable HTTP Proxy'
4. Enter the address, port, username and password to your proxy server.
5. Click 'Apply' to save your changes.



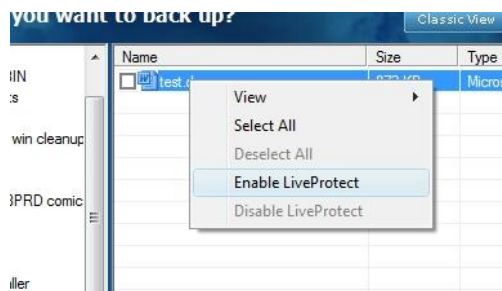
3.3. LiveProtect

This option launches Subterranean to backup files as soon as a change is detected.

3.3.1. Enabling LiveProtect

Follow these steps to enable LiveProtect

1. Click the 'Backup Online' button on the wizard home dialog.
2. On the Step 1 dialog, use the windows directory tree to locate and select folders and files that you want to backup.
3. Then right click on the file you wish to protect and click 'Enable LiveProtect'.



4. The text color of a file with LiveProtect enabled will be green as shown in the screenshot above.



3.3.2. Disabling LiveProtect

1. Locate a file which has LiveProtect enabled,
2. And then right click on the file and select 'Disable LiveProtect'.

END OF DOCUMENT
